

**CITY OF CENTRAL POINT  
City Council Meeting Minutes  
October 27, 2016**

**I. REGULAR MEETING CALLED TO ORDER**

Mayor Williams called the meeting to order at 7:00 p.m.

**II. PLEDGE OF ALLEGIANCE**

**III. ROLL CALL:** Mayor: Hank Williams  
Council Members: Allen Broderick, Bruce Dingler, Brandon Thueson, and Rick Samuelson were present. Mike Quilty and Tanea Browning were excused.

City Manager Chris Clayton; City Attorney Sydnee Dreyer; Police Lieutenant Brian Day; Parks and Public Works Director Matt Samitore; Parks and Recreation Manager Jennifer Boardman; and City Recorder Deanna Casey were also present.

**IV. PUBLIC APPEARANCES**

Mr. Terry Purcell addressed the Council concerning the option to put a bottle redemption center in Central Point. He thinks that the City should instigate this project and manage it. He feels that the new Costco location would be a great area. The one redemption center in the valley is not enough to serve the entire region. He thinks this would be a good option for the City to look into.

**V. SPECIAL PRESENTATION**

**Special Recognition of Al Workman.** Parks and Recreation Manager Jennifer Boardman introduced Mr. Workman and explained that he has spent years and many volunteer hours teaching tennis to over 1,000 children in Central Point through the Parks and Recreation Program. Staff has prepared a plaque to install on the Tennis Courts at Pfaff Park in honor of Mr. Workman and all the joy he has brought to Central Point Children. Mr. Workman stated that he enjoys his time teaching and requests that the City budget for repairs to the tennis courts at Pfaff park.

**V. CONSENT AGENDA**

- A. Approval of October 13, 2016 City Council Minutes
- B. Approval of Red Ribbon Week Proclamation
- C. Approval of Arbor Day Proclamation
- D. Accepting September 30, 2016 Financial Report
- E. Authorizing cancelation of November 24, 2016 and December 22, 2016 Council Meetings

**Allen Broderick moved to approve the Consent Agenda as presented. Rick Samuelson seconded. Roll call: Hank Williams, yes; Bruce Dingler, yes; Brandon Thueson, yes; Allen Broderick, yes; and Rick Samuelson, yes. Motion approved.**

**VI. ITEMS REMOVED FROM CONSENT AGENDA**

**VII. PUBLIC HEARINGS, ORDINANCES AND RESOLUTIONS**

- A. Resolution No. 1477, A Resolution of Intent Declaring the City Council's Intent to Initiate an Amendment to the Central Point Comprehensive Plan (Map) and the Central Point Municipal Code Zoning Map from C-4, Tourist and Office Professional to C-5, Thoroughfare Commercial for Job Creation in the City of Central Point.**

Parks and Public Works Director Matt Samitore explained that the city has received two land use applications requesting that the City consider changing the land use and zoning on East Pine Street (Biddle) corridor in order to accommodate their business proposal. The change involves replacing existing commercial land with another commercial land use category better suited to the business being proposed. The City adopted an updated Economic Element in 2014 and this is being used to determine the need for more thoroughfare commercial land.

The Department of Land Conservation and Development (DLCD) needs to be notified whenever a city proposed changes to its Comprehensive Plan. If the Council is in support of the proposed changes the resolution of intent will begin the process.

There was discussion regarding the difference between the C-4 and the C-5 zoning. Mr. Samitore stated that there are very few differences, but the C-4 does not have the business type that the applicants need. Staff will explain the differences during the Public Hearing portion of the process. Changing the zoning would not impact the traffic, only allow a different type of business to be located there.

**Rick Samuelson moved to approve Resolution No. 1477, A Resolution of Intent Declaring the City Council's Intent to Initiate an Amendment to the Central Point Comprehensive Plan (Map) and the Central Point Municipal Code Zoning Map from C-4, Tourist and Office Professional to C-5, Thoroughfare Commercial for Job Creation in the City of Central Point. Brandon Thueson seconded. Roll call: Hank Williams, yes; Bruce Dingler, yes; Brandon Thueson, yes; Allen Broderick, yes; and Rick Samuelson, yes. Motion approved.**

**B. Resolution No. 1478, Adopting a Sidewalk Replacement Program for the Repair and Replacement of City Public Sidewalks to Ensure Safe and Well Maintained City Sidewalks.**

Mr. Samitore explained that the City has an established sidewalk replacement policy that is complaint driven. In most cases it is the responsibility of the property owner to keep and maintain the sidewalk adjacent to their property. If there is a complaint or concern about a portion of a sidewalk the city will investigate and if there is a problem the property owner will be informed that they need to correct the issue. The only exception is for City projects such as Pine Street, and Hwy 99. These were city projects and the city inspects and maintains these on an annual basis.

Unfortunately, across the country there have been many lawsuits against the government agencies where people have tripped on sidewalks and hurt themselves. Central Point Municipal Code 12.04 states that sidewalks are the responsibility of the adjacent property owner, but having an adopted policy allows for a second defense against lawsuits.

Most cities have similar policies to what is currently in our Code. Some cities do offer incentives and financing options for property owners who do not have the ability to pay for the replacement. Currently we do not have a policy for financial assistance for sidewalk repair.

There was discussion regarding who should really be responsible for replacing a sidewalk when the City or the development puts in landscape strips and plants trees without the property owners opinion. If the city is requiring trees in the landscape strip that causes a sidewalk to need repair is it really the responsibility of the property owner? Council felt that sidewalk replacement should be on a case by case basis regarding who will pay for it. Sidewalks are public right of ways and the city should pay for or assist in replacement of damaged sidewalks. Staff explained that pre-recession we had a sidewalk replacement plan, but because of budget restraints we have not been able to continue with that plan.

City Attorney Sydnee Dreyer stated that the policy before the Council is to protect the city from law suits. It was recommended by the Insurance Carrier. She recommends approval of the proposed resolution. If after further discussions the Council would like to make changes to the Code the policy can also be changed.

**Bruce Dingler made a motion to approve Resolution No. 1478, Adopting a Sidewalk Replacement Program for the Repair and Replacement of City Public Sidewalks to Ensure Safe and Well Maintained City Sidewalks.** Allen Broderick seconded. Roll call: Hank Williams, yes; Bruce Dingler, yes; Brandon Thueson, yes; Allen Broderick, yes; and Rick Samuelson, yes. Motion approved.

**VIII. BUSINESS**

**A. ADA Play Structure at Pfaff Park and GoFundMe Account Discussion**

Parks and Recreation Manager Jennifer Boardman explained that the Central Point Parks and Recreation Foundation has determined that their number one priority right now is to raise funds to help install a fully ADA accessible play structure at Robert Pfaff Park replacing the current equipment which is 25 years old.

The Parks Commission has given their support for this project and will look into adding it to the upcoming two year budget cycle and expressed support for a GoFundMe Account to raise donations. The Foundation and Parks Commission will be looking into grant opportunities and other ways to get funds to help with the project.

**Brandon Thueson made a motion that the City Council is in support of the ADA play structure at Pfaff Park.** Allen Broderick seconded. Roll call: Hank Williams, yes; Bruce Dingler, yes; Brandon Thueson, yes; Allen Broderick, yes; and Rick Samuelson, yes. Motion approved.

#### **B. Fun Run Report and Donation**

Mrs. Boardman stated that the Parks and Recreation Department in conjunction with Anytime Fitness held the 6<sup>th</sup> annual Run 4 Freedom and Kids Fun Run on July 4<sup>th</sup>. The run was successful and the numbers were up over last year.

The total revenue for the run was \$2,800 including sponsorships. The total expenses for goods and materials were \$1,236.15. Employee time and expenses were \$1,296.00. Figuring in all expenses our donation to the Crater Booster Club would be \$267.85. The largest expense is the employee time on the day of the event, if the city donates employee costs that would bring the donation amount to \$1,563.85.

Staff is still struggling with how to calculate donation amounts when city staff is involved in an event. There are some events where staff time is not calculated and others where we have been instructed to calculate as part of the expenses. There was discussion that if a donation benefits a city function then staff time would be donated, but if it benefits an outside organization staff time should be considered in the event cost. In the case of the Fun Run the Crater Boosters and the Football team could provide more support lessening the amount of staff time.

City Manager Chris Clayton explained that he would like to continue to see what staff costs are when totaling up expenses for events. The Council would always have the discretion to increase or decrease the amount donated. Council Member Dingler stated that the City has continued to support Crater High School with donations and help. He does not think we should be donating staff time in the future.

It was decided to continue with past practices for this year, but have a policy in place for future events to calculate all costs and let the Council determine the donation amount.

**Bruce Dingler made a motion to donate to the Crater Boosters a total of \$1,563.85.** Brandon Thueson seconded. Roll call: Hank Williams, yes; Bruce Dingler, yes; Brandon Thueson, yes; Allen Broderick, yes; and Rick Samuelson, yes. Motion approved.

#### **IX. MAYOR'S REPORT**

Mayor Williams reported that he:

- Attended the Medford Chamber Forum where the owner of Dutch Bros spoke on the success of the company.
- Attended the Central Point Chamber Greeters at the Goodwill Store.
- Attended the Skyrman Park ribbon cutting ceremony. He is very impressed with what staff has done for that property.
- Met with Human Resource Manager Elizabeth Simas regarding the Managers Salary Survey.

#### **X. CITY MANAGER'S REPORT**

City Manager Chris Clayton reported that:

- He attended the Skyrman Park Ribbon Cutting. It is nice to have Phase one complete.
- He received pictures from the County Administrator. They have completed the landscaping at the RV Park at the Expo. The only thing left to complete is the Club house.
- At the request of Mayor Williams the City sent a letter of support for the Fresh Alliance Food Recovery Program through ACCESS. This program diverts food from the waste stream and distributes still edible, nutritious food to those in need through a network of partner agencies.
- At the next Medford Water Commission meeting they will be presenting the cost of service for next year.
- Next week Mr. Humphrey and Central Point Police Department Staff will be meeting with representatives of the Country Crossings Festival. They will be working on safety and traffic routes for the festival.
- Jackson County Commissioners held a public hearing tonight to discuss the Siskiyou Monument expansion. Central Point Council members may wish to take a position on this issue.
- He had lunch with the new City Manager for Medford this week.

#### **XI. COUNCIL REPORTS**

Council Member Allen Broderick reported that he has been paying attention to downtown streetscapes in his recent travels. He recently visited Sedona, Arizona and noticed how nice their down town is. It is very pedestrian friendly and has several of the landscape options that we are considering.

Council Member Bruce Dingler reported that he attended the Development Commission Open house.

Council Member Rick Samuelson reported that he:

- Attended a Crater Football Game.
- Attended the Development Commission Open House.
- Was not able to attend the RVCOG meeting, but received word that the County has been doing fly overs looking for marijuana grows. There are several just outside the city limits, but Central Point doesn't have an issue at this time.

Council Member Brandon Thueson reported that he:

- Attended the School Board Meeting, enrollment numbers are up for the year.
- Attended a Red Cross summit for emergency preparedness. There will be more training opportunities in the future.
- Attended the Development Commission Open House.
- Wanted to thank Mr. Samitore for his quick response regarding speeding complaints in the Hamrick/Vilas Road area.
- Has his daughter in the audience tonight. She has been appointed as Class Secretary and she wanted to see what a real council meeting was like.

## **XII. DEPARTMENT REPORTS**

Parks and Public Works Director Matt Samitore reported that:

- There is a new recommended route for the City Lights Parade. It would start at Central Point Elementary, travel down 4<sup>th</sup> Street to Pine, then on to 2<sup>nd</sup> Street ending at City Hall. This would be a longer route, but it would not be on Pine Street for very long. This would alleviate the issues with the Post Office not being able to get into their parking area. The school district has agreed to let us use the parking area for staging the parade.
- Staff will be bringing several policies to Council for consideration. Most of them will be regarding ADA compliance issues around town. We will be modeling our policies after the City of Medford's.

Lieutenant Brian Day reported that the Police Chief has been at a National Police Chiefs Convention and then she went on vacation. She should be back next week. They are gearing up for the Halloween Parties this weekend.

Finance Director Steven Weber reported that:

- The department is ready to implement the budget billing service. This would even out citizens water bills so there isn't a huge spike in the summer months.
- He will be bringing the Audit report to the Council in December. They have not quite finished the report in order to have it on the November agenda.
- He has started having conversations with financial advisors regarding the water reservoir refinancing, and funding opportunities for Pine Street.
- They have received a new Business License application and a change in water billing for the Super 8 Hotel, they have new owners.

City Attorney Sydnee Dreyer reported that she spoke with the Costco Attorney and they are very comfortable with going to the Appeals Court without the City participating. They said that the city has gone above and beyond to help support the decision. They will keep the city informed of any action that is taken from this point forward. There should be a decision by March 1<sup>st</sup> at the latest. If the LUBA decision is upheld the appellants have an option to take the case to the Oregon Supreme Court. She is not sure of the time line if that action is taken.

**XIII. EXECUTIVE SESSION - None**

**XIV. ADJOURNMENT**

Bruce Dingler moved to adjourn, Allen Broderick seconded, all said "aye" and the Council Meeting was adjourned at 8:26 p.m.

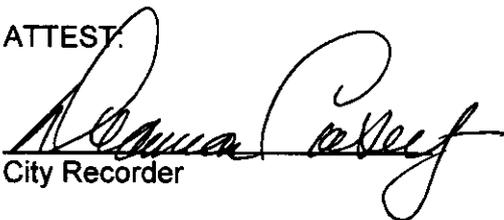
The foregoing minutes of the October 27, 2016, Council meeting were approved by the City Council at its meeting of November 10, 2016.

Dated:

11/10/16

  
Mayor Hank Williams

ATTEST:

  
City Recorder

